

Meddygfa Aberfan  
Aberfan Surgery  
Cottrell Street

Aberfan  
MERTHYR TYDFIL

CF48 4QU

*Troed y Fan Medical Practice*  
*Dr T Lock*  
*Dr C Drysdale*  
*Dr R Darby*  
*Dr L Brade*

Cerys Lamb  
Practice Manager

Tel...01443 690514

Fax....01443 693066

## JOB DESCRIPTION & JOB PLAN SALARIED GP

<b>Reporting to</b>	The Practice GP Partners Dr T Lock – Senior Partner and Dr C Drysdale Partner on clinical matters. Cerys Lamb Practice Manager on management and organisational issues.
<b>Hours of work</b>	<b>Negotiable</b> 4-6 sessions per week plus equitable shares of home visits and daily duties
<b>Contract type</b>	<b>negotiable</b> Partner/Session salaried position (initial 3 months - mutual assessment period)
<b>Role summary</b>	The post holder will provide general medical services managing a caseload and deal with a wide range of health needs in a primary care setting, ensuring the highest standards of care for all registered and temporary patients.
<b>Location</b>	Troed y fan Medical Practice, Aberfan
<b>Annual leave</b>	Five weeks' annual leave plus public/bank holidays (pro rata )
<b>Study leave</b>	Up to One week per annum (pro rata)
<b>Salary</b>	As stated
<b>Main purpose of the role</b>	To support the practice as a GP and to be part of the "Team" in a close village style community practice and to facilitate the GMS Contract.
<b>Staff Sickness Scheme –</b>	Opportunity to join a sickness scheme



GIG  
CYMRU  
NHS  
WALES

Bwrdd Iechyd Prifysgol  
Cwm Taf Morgannwg  
University Health Board

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## **JOB PURPOSE**

The post holder will provide general medical services in a primary care environment.

### **DUTIES AND RESPONSIBILITIES**

- 1.To provide a comprehensive range of clinical duties at Troed Y Fan Medical Practice on an agreed session commitment.
- 2.To undertake surgery consultations, house visit where necessary, telephone enquiries from patients and health care professionals
- 3.To undertake administrative work arising directly from patient case loads e.g. referrals, results etc
- 4.To attend and contribute to regular Clinical meetings whether formal or informal
- 5.To support the practice in the implementation and achievement of the nGMS contract, QOF/QAIF and Cluster Network Development Domain
- 6.To contribute to the Clinical Governance and fully support in the reporting of incidents to the DATIX
- 7.To keep up to date with current and forthcoming National Service Framework and NICE guidance and their impact on primary care services
- 8.The ensure that care is delivered using evidence based practice by developing and maintaining your level of expertise, knowledge and skills by keeping up to date with CPD and appraisal requirements
- 9.To undertake on-call duties as part of the practice on-call rota, where agreed. This may include requesting that patients at the surgery, telephone consultations, house visits and triage
10. The post holder must work as part of a team, have the ability to organise and prioritise own workload on a day to day basis and observe strict rules about patient confidentiality at all times.

## PERSON SPECIFICATION – GUIDANCE

	<b>ESSENTIAL</b> The qualities without which a post holder could be appointed	<b>DESIRABLE</b> Extra qualities which can be used to choose between candidates who meet all the essential criteria	<b>METHOD OF ASSESSMENT</b>
<b>QUALIFICATIONS</b>	Certificate of Prescribed Experience BMA membership Eligibility to be principal in general practice	Holder of MRCGP Evidence of other specialist interest/development/training	Certificates
<b>EXPERIENCE</b>	Experience in general practice and working in multi-disciplinary team	Experience of using electronic clinical patient records Eligibility for minor surgery, CHS, obstetrics, family planning accreditation	Application Form Interview References
<b>SKILLS</b>	Able to present logical well thought through arguments Able to provide evidence based solutions to problems and issues Genuine commitment to improve quality in primary care Excellent oral and written communication skills Understanding of the nGMS contract	Facilitation skills	Application form Interview References
<b>KNOWLEDGE</b>	Aware of local issues and their impact on the health needs of the locality Aware of the need for continuous professional development	Knowledge of current and forthcoming NSFs and their impact on primary care services	Application Form Interview References
<b>PERSONAL ATTRIBUTES</b>	Adaptable Enthusiastic and motivated Diligent Team Player Work flexibly for needs of service	Innovative	Application Form Interview References

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## SHORT PROFILE

### Location

We are an expanding single-sited Practice with a list size of 5000 in the village of Aberfan in the Lower Merthyr Tydfil Valley. 3 miles from the Town Centre, covering an area of approx 10 miles' radius.

The Surgery is of 1980's purpose built design with an expansion completed in November 2012 into a joining building. Vision IT computer system and modern practice equipment.

The Practice was formed in April 2009. Much preparation and groundwork has been achieved following the take over of the LHB Managed Practice at Aberfan.

The Practice Team is now well established and delivers a high standard of care and services.

We pride ourselves in maintaining a village style practice with an emphasis on "Quality Care for All", a friendly approachable outlook and hardworking ethos with a focus on CDM (Chronic Disease Management) and TEAMWORK

We have excellent working relationships with our local Hospital and Health Board.

We have 6 reception Staff, 2 Practice Nurses (grade 5.6) 1 Health Care Assistant and 1 Practice Manager.

1 Part time partner Dr T Lock (Senior Partner) (M) graduated Cardiff 1986. Full time Partner Dr Corina Drysdale (F) –graduated Romania 1986

Practice Meetings are held every 4-6 weeks where outside agencies are often invited to promote or update their services.

The Practice has developed substantially in Service Provisions offering a variety of networked Services E.g. Minor Surgery and even Practice based Ultra Sound Scans.

### Practice Overview

Aberfan and Troedryhiw have a strong village style community. This is reflected in the style of the Practice we offer.

We have developed and maintained a good appointment and triage system resulting in relatively low attendance at the surgery as "Extras"

House calls are low averaging 1-2 per day per partner.

There is no Out of Hours requirement

We do cover a relatively high proportion of the Nursing Homes in our area.

We see this as a compliment that they choose us to register with over other GP's in the area.

Our Higher Prescribing Costs reflect our commitment to providing care to the Local Nursing Homes.

We are high achievers on the standard of care we offer our patients in the Chronic Disease management areas

The Partners describe themselves as "grassroots" hardworking GP's, flexible and friendly with a commitment to Quality Care to the community they serve.

We look forward to appointing a salaried GP with a similar outlook and adaptability and a flexible approach to the challenging and changing working environment of the General Practice of today.